

# St. Xavier's High School

**BRAHMANJHARILO, RAIPUR, CUTTACK-754001**

GOVT.RECOGNISED SCHOOL(NOC-COR-140/2022)

Ref. No.: 34/25-26

Date: 30/7/25

## **COMMITTEE AGAINST SEXUAL HARASMENT CHILD ABUSE MANAGEM ENT COMMITTEE**

With regards to Supreme Court Judgement and guidelines issued in 1997 to provide for the effective enforcement of the basic human right of gender equality and guarantee against sexual harassment and abuse, more particularly against sexual harassment of work place and schools.

CBSE has issued circulars since 2004 to all schools, advising them to establish a permanent cell and a committee and to develop guidelines to combat sexual harassment, violence against women and bullying at the schools. The protection of children from sexual offences Act & Rules , 2012 deals with the manners of sexual offences, reporting mechanisms and subsequent penal consequences. Keeping in the mind the Government of NCT of Delhi hopes to tackles the issue with set of multidisciplinary prevention guidelines which are supported by legal provisions under the Delhi Juvenile JUSTICE (Care & Protection children) Rules, 2009 and the protection of the children from Sexual offences Act7 2012. These guidelines serve as a method for numerous stakeholders from teachers to community welfare association to the police to ensure that all the possible steps are taken to prevent child Abuse and empower children to recognize symptoms of potentially abusive situations. It has further advised the schools to by protective by developing a conductive atmosphere on the campus, where any bias or discrimination. Keeping the above guidelines in view , ST. XAVIER'S HIGH SCHOOL, AT- BRAHMANJHARILO, PO- RAIPUR , DIST-CUTTACK has constituted a Committee against Sexual Harassment..

### **COMPOSITION**

The committee consists of members of the faculty, administration , service staff and student's representatives. The members of the committee for the current academic year 20-25-26 are:

Term of Office for 03 (Three) Years (01.04/2025 to 31.03. 2028)

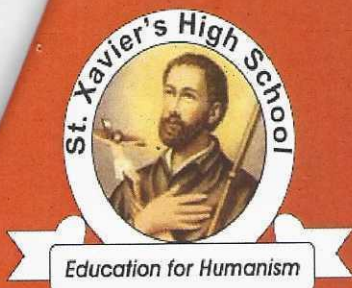
### **LIST OF COMMITTEE MEMBERS**

SL	NAME	DESIGNATION	E-MAIL
1.	MR.SAHARIYAR ALI	PRINCIPAL	ssali78692@gmail.com
2.	MRS. PRIYANKA NAYAK	MEMBER/TGT	nayakpriyanka2014@gmail.com
3.	MRS.JASMIN BEGUM	SECRETARY	begumjasmin260@gmail.com
4.	MR.SOUMYA KANTA PATTHAIK	MEMBER/TGT	soumya.munu1993@gmail.com
5.	MR.ZEESHAN IQBAL	MEMBER/TGT	iqbalzeeshan@gmail.com
6.	MRS.SUSHREE PRIYANKA DAS	SPECIAL EDUCATOR/PGT	daspriyanka1800@gmail.com
7.	MRS. RASHMITA SAHOO	WELLNESS- INCHARGE/PGT	rashmitasahoo054@gmail.com
8.	MRS.CHHABI PRADHAN	COUNSELLOR/PGT	chhabipradhan02@gmail.com

*Principal*

*Secretary*  
St. Xavier's High School





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## PROCEDURE FOR APPROACHING COMMITTEE

The committee with issues relating to sexual harassment and child abuse at the ST. XAVIER'S HIGH SCHOOL, AT- BRAHMANJHARILO, PO-RAIPUR ,DIST-CUTTACK. It is applicable to all students, staff and faculty. A complaint of discrimination or sexual harassment may be lodge by the victim or a third party. A written complaint may be addressed to the chairman/ head of the committee. If the complaint is made to any of the committee members, they may forward it to the chairman of the committee against sexual harassment. Here it should be noted that according to the Supreme Court guideline sexual harassment can be defined as unwelcome sexuality determined behaviour ( where directly or implication) as:

- Physical contact and advances.
- Demand and request for sexual favors.
- Sexuality colored remarks.
- Allow children to engage in sexually proactive games with each other.
- Other unwelcome physical, verbal or non- verbal conduct of sexual nature.
- Showing pornography
- Other unwelcome physical, verbal or non- verbal conduct by the committee.

## ANNEXURE- SECTION I

### FUNDAMENTALS OF CHILD PROTECTION

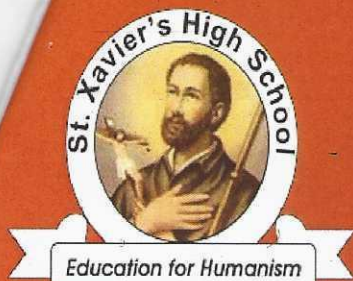
What is a child protection policy?

A child protection policy is a statement of intent that demonstrates the commitment to safeguarding children from harm and makes clear to all in an institution and who came in to contact with it what is required in relation to the protection of the children and that child abuse in any form is unacceptable. Through the main purpose of the policy is to protect children forms of harm and create an enabling environment. It is also a tool to enhance the commitment of the organization to provide a child friendly

*Principal*  
Principal  
St. Xavier High School  
Brahman Jharilo, Cuttack

*Secretary*  
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St. Xavier High School  
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The following is sexual harassment and covered by the committee.

- EVE- testing, University remarks, innuendos and taunt.
- Jokes causing or likely to cause awkwardness or embarrassment.
- Gender based insults or sexist remarks
- Unwelcome sexual overtone in many manners such as over telephone (obnoxious telephone calls)
- Touching and brushing against any part of the body and the like
- Displaying pornographic or offensive or derogatory picture, cartoons, or saying environment
- Forcibly physical touch or molestation

Physical confinement against one's will and other act likely to violate one's privacy

## FUNCTIN AND ROLL OF THE COMMITTEE

### 1 .WORKSHOP AND TRAINING MODULE

ST. Xavier's High School will conduct workshops and peer training sessions for training sessions for students, parents and teachers twice in a year. The aim of the workshop will be:

- What constitutes abuse and exploitation?
- Manner of reporting and complaining (how and to whom)
- To address the nature, cause and effect to abuse
- To counter and deal with the consequences constructively
- Self – disclosure and safety guidelines for potential instances ahead

### 2.ROLE OF STUDENT REPRESENTATIVES:

The committee will elect and appoint 15 students' representative (senior and junior school) who will play the following roles

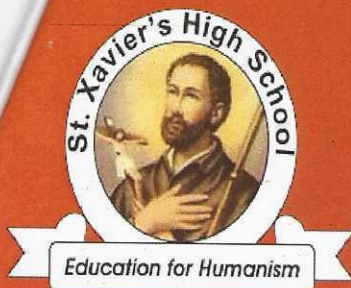
- Act as per the complaint mediators, with whom the parents can discuss their issues
- Participate in peer workshops and work with teachers towards a plan of action

*Farmin Begu*

**Principal**  
St.Xavier High School  
Brahman Jharilo,Cuttack

**Secretary**  
St. Xavier High School  
Brahman Jharilo, Cuttack





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- Create peer felicitators within their own grades , who keep a track of any cases
- Report and observe the misbehaviour of any student for possible abuse/issue

### 3. EMPLOYEE AWARENESS ABOUT POCSO AND CHILD PROTECTION RIGHT:

- An annexure highlighting safety rules will be circulated and signed by each employee which makes them aware of their rights as well as duties
- The act against any form of abuse will be put at a visible board easy access
- The complaint protocol and manner of reporting will be written alongside and made visible through notice board and displays

### 4. ANNUAL REPORTS:

Will maintain an annual report of

- Cases (Reported)
- Time bound action followed
- Confidentiality and equality ensured for the person in question
- Follow up action punishment or otherwise
- Teacher initiatives
- Redressed and resolving of the cases

### 5. MEETING AND TIMELY DISCUSSION OF THE COMMITTEE:

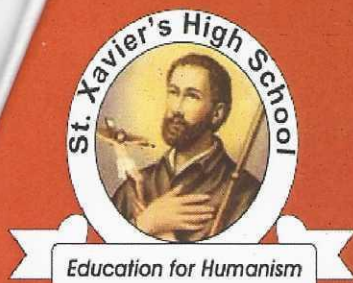
The committee will also hold timely meeting to discuss the plan of action , potential cases, queries, and updates which will be supervised by the Principal/Head of the school

*SM*

This will ensure the function and progress of the implemented ideas within the school.

**Principal**  
**St.Xavier High School**  
**Brahman Jharilo,Cuttack**

*Pasun Begum*  
**Secretary**  
**St. Xavier High School**  
**Brahman Jharilo**



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## What is Child Abuse?

Child abuse means any form of maltreatment inflicted on a child including physical, sexual abuse and emotional abuse.

### Physical & Sexual Abuse

- Unexplained burns , cuts, bruises or wells in the shape of an object.
- Anti- Social violent and /or abrasive behaviour.
- Problems in school.
- Fear of adults.
- Depression or poor self – image.

### Emotional Abuse:

- Nightmares and bedwetting.
- Drastic changes in appetite.
- Over compliance or excessive aggression.
- Fear of a particular person.
- Withdrawal secretiveness or depression.
- Suicidal behaviour.
- Eating disorders.

### Article 23

Parties recognize the a mentally or physically disabled child should enjoy a full and decent life in conditions which ensure dignity promote self- reliance and facilitate the child active participation in the community.

### Article 28

Parties shall take all appropriate measures to ensure that school discipline is administered in a manner consistent with the child's human dignity and in conformity with the present convention.

### Article 34

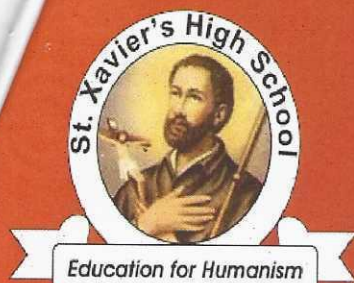
Parties undertake to protect the child from of sexual exploitation and sexual abuse.

a. The inducement or coercion of a child to engage in any unlawful sexual activity;

*Dr. S. K. Singh*  
Principal  
St. Xavier High School  
Brahman Jharilo, Cuttack

*Jasvinder Legun*  
Secretary  
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## Legal framework for child protection in India


- A. The constitution of India
- B. The protection of children from sexual offences Act, 2012.
- C. The juvenile justice (care & protection of children) Act, 2000.
- D. The Right of children to free and compulsory Education Act, 2009.

## SECTION II

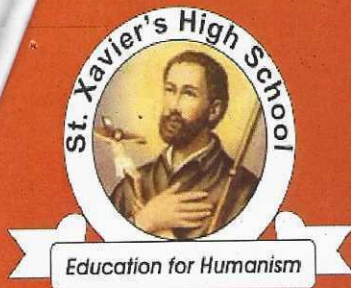
### Appropriate standards of Behaviour for staff & Employees Adults should:

- I. Provide an enabling environment for children's personal , physical, social, emotional, moral and intellectual development.
- II. Encourage and respect other employees and children voices and views.
- III. Be inclusive and involve all children without selection or exclusion on the basis of gender, disability, ethnicity , religion or any other status.
- IV. Be aware of the potential for peer abuse.
- V. Develop special measures to protect younger and especially vulnerable children from peer and adult abuse.
- VI. Be aware of high risk peer situations.
- VII. Avoid placing oneself in a compromising or vulnerable when meeting with children.
- VIII. Meet with a child in a public central location whenever possible.

  
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ix. Immediately report the circumstances of any situation which occurs which may be subject to misinterpretation.

x. Make oneself aware and education on the laws rules and guidelines related to child protection as amended from time to time.

## **INAPPROPRIATE/ OFFENSIVE BEHAVIOUR FOR STAFF AND EMPLOYEES:**

- I. Hit or otherwise physically assault a child.
- II. Turnout a child from the residential facility.
- III. Use language that will mentally or emotionally abuse.
- IV. Show discrimination of race, culture, age, gender, disability, religion ,sexuality ,political persuasion ,or any other status.
- V. Develop a sexual relation with a child.
- VI. Kiss, hug, fondle, rub or touch a child in an inappropriate or culturally insensitive way.
- VII. Do things of a personal nature that a child could do for him/ herself, including dressing, bathing, and grooming.
- VIII. Initiate physical contact unless initiated by the child (eg :holding hands)
- IX. Suggest inappropriate behaviour or relations of any kind.
- X. Allow children to engage in sexually provocative games with each other.
- XI. Stand aside when they see inappropriate actions inflicted by children on other children because it is frequent and commonplace.

## **BEHAVIOUR PROTOCOL FOR VOLUNTEERS & STAFF MEMBERS:**

- I. Should not give case or any kind of gifts directly to the children but always channelize the same through official?
- II. Should not collect photos, videos, or stories of children and/or upload the same one blogs or any social networking sites without prior permission from the authority.
- III. Should not ask personal details of the child without a
- IV. Certain reason and if known then not to divulge it to others.
- V. Should not ask any child to meet alone outside campus.

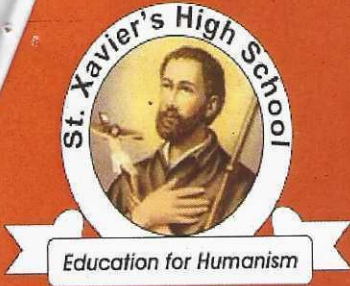
  
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## SECTION – III DISCIPLINARY ACTION

(The disciplinary action will be taken as per recommendation of committee with the nature of violation students)

1. Warning
2. Written apology
3. Bond of good behaviour
4. Debarring entry in to hostel/camps
5. Suspension of specific period of time
6. Withholding results
7. Debarring from exams
8. Denial of admission
9. Any other relevant mechanism

Disciplinary action (The disciplinary action will be taken as per recommendation of committee with the nature of violation employee)

1. Warning
2. Written apology
3. Bond of good behaviour
4. Debarring entry in to hostel/camps
5. Stopping of increment/promotion
6. Denial of re – employment
7. Reverting promotion
8. Dismissal
9. Any other relevant mechanism
10. Suspension

*Tasmin Begum*

*gmr*  
**Principal**  
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